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60 DEC**TERREBONNE PARISH SHERIFF
HOUMA, LOUISIANA****Annual Financial Report****Year Ended June 30, 2003**

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Release Date 1-28-04

TERREBONNE PARISH SHERIFF
HOUMA, LOUISIANA
ANNUAL FINANCIAL REPORT
Year Ended June 30, 2023

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TERREBONNE PARISH SHERIFF
HOUMA, LOUISIANA
ANNUAL FINANCIAL REPORT
Year Ended June 30, 2003

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INDEPENDENT AUDITOR'S REPORT

The Honorable Jerry J. Larpenier
Terrebonne Parish Sheriff
Houma, Louisiana

We have audited the accompanying financial statements of the governmental activities, major funds, and the aggregate remaining fund information of the Terrebonne Parish Sheriff as of and for the year ended June 30, 2003, which collectively comprise the Sheriff's basic financial statements as listed in the foregoing table of contents. These financial statements are the responsibility of the Terrebonne Parish Sheriff management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities, major funds, and the aggregate remaining fund information of the Terrebonne Parish Sheriff, as June 30, 2003, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

As described in Note 2 to the basic financial statements, the Terrebonne Parish Sheriff adopted the provisions of Governmental Accounting Standards Board (GASB) Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*, Statement No. 33, *Accounting and Financial Reporting for Nonexchange Transactions*, Statement No. 37, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments: Omnibus*, Statement No. 38, *Certain Financial Statement Note Disclosures*, and Interpretation No. 5, *Recognition and Measurement of Certain Liabilities and Expenditures in Governmental Fund Financial Statements*. This results in a change in the format and content of the basic financial statements.

In accordance with Government Auditing Standards, we have also issued our report dated December 5, 2003 on our consideration of the Terrebonne Parish Sheriff's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be read in conjunction with this report in considering the results of our audit.

The Management's Discussion and Analysis and the Required Supplementary Information, as listed in the foregoing table of contents, are not a required part of the basic financial statements, but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Sheriff's basic financial statements. The accompanying supplemental information schedules and other information as listed in the foregoing table of contents are presented for the purpose of additional analysis and are not a required part of the basic financial statements of the Terrebonne Parish Sheriff. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

December 5, 2003

Bergum + Laney

MANAGEMENT'S DISCUSSION AND ANALYSIS

TERREBONNE PARISH SHERIFF

MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2003

Within this section of the Terrebonne Parish Sheriff (the Sheriff) annual financial report, the Sheriff's management provides this narrative discussion and analysis of the financial activities of the Sheriff for the fiscal year ended June 30, 2003. The Sheriff's financial performance is discussed and analyzed within the context of the accompanying financial statements and disclosures following this section.

FINANCIAL HIGHLIGHTS

The Sheriff's assets exceeded its liabilities by \$7,335,609 (net assets) for the fiscal year reported.

Total assets are comprised of the following:

1. Capital assets, net of related debt, of \$1,883,256 include property and equipment, net of accumulated depreciation, and related for outstanding debt.
2. Cash accumulated in the debt service fund in the amount of \$209,563 to pay principal and interest on long-term obligations.
3. Unrestricted net assets of \$5,035,790 represent the portion available to maintain the Sheriff's continuing obligations to citizens and creditors.

The Sheriff's governmental funds reported total ending fund balance of \$5,675,060 this year. This compares to prior year ending fund balance of \$6,769,658, showing a decrease of \$1,094,598. General fund balance of \$5,384,721 shows a \$799,278 decrease from the prior year.

At the end of the current fiscal year, unreserved fund balance for the General Fund was \$1,362,404. Overall, the Sheriff's office continues to maintain a good financial position. The financial highlights are explained in more detail in the "financial analysis" section of this document.

OVERVIEW OF THE FINANCIAL STATEMENTS

This Management Discussion and Analysis document introduces the Sheriff's basic financial statements. The basic financial statements include: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the basic financial statements. The Sheriff also includes in this report additional information to supplement the basic financial statements.

TERREBONNE PARISH SHERIFF

MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2003

Government-wide Financial Statements

The Sheriff's annual report includes two government-wide financial statements. These statements provide both long-term and short-term information about the Sheriff's overall financial status. Financial reporting at this level uses a perspective similar to that found in the private sector with its basis in accrual accounting and elimination or reclassification of activities between funds.

The first of the government-wide statements is the Statement of Net Assets. This is the government-wide statement of position presenting information that includes all of the Sheriff's assets and liabilities, with the difference reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Sheriff as a whole is improving or deteriorating. Evaluation of the overall health of the Sheriff's finances would extend to other nonfinancial factors such as diversification of the taxpayer base, in addition to the financial information provided in this report.

The second government-wide statement is the Statement of Activities, which reports how the Sheriff's net assets changed during the current fiscal year. All current year revenues and expenses are included regardless of when cash is received or paid. An important purpose of the design of the statement of activities is to show the financial reliance of the Sheriff's distinct activities or functions on revenues provided by the Sheriff's taxpayers.

The government-wide financial statements present governmental activities of the Sheriff that are principally supported by ad valorem and sales taxes. The sole purpose of these governmental activities is public safety. The government-wide financial statements are presented on pages 11 and 12 of this report.

Fund Financial Statements

A fund is an accountability unit used to maintain control over resources segregated for specific activities or objectives. The Sheriff uses funds to ensure and demonstrate compliance with finance-related laws and regulations. Within the basic financial statements, fund financial statements focus on the Sheriff's most significant funds rather than the Sheriff as a whole.

The Sheriff has two kinds of funds:

Governmental funds are reported in the fund financial statements and encompass the same function reported as governmental activities in the government-wide financial statements. However, the focus is very different with fund statements providing a distinctive view of the Sheriff's governmental funds, including object classifications. These statements report short-term fiscal accountability focusing on the use of spendable resources and balances of spendable resources available at the end of the year. They are useful in evaluating annual funding requirements of governmental programs and the commitment of spendable resources for the near-term.

TERREBONNE PARISH SHERIFF

MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2003

Since the government-wide focus includes the long-term view, comparisons between these two perspectives may provide insight in to the long-term impact of short-term financing decisions. Both the governmental fund balance sheet and the governmental fund operating statement provide a reconciliation to assist in understanding the differences between these two perspectives. The basic governmental fund financial statements are presented on pages 13 to 16 of this report.

Fiduciary funds are reported in the fund financial statements and report taxes collected for other taxing bodies, deposits held pending a court action and the individual prison inmate accounts. The Sheriff only reports agency funds. The basic agency fund financial statement is presented on page 17 of this report.

Notes to the basic financial statements

The accompanying notes to the financial statement provide information essential to a full understanding of the government-wide and fund financial statements. The notes to the financial statements begin on page 18 of this report.

Other information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the Sheriff's budget presentations. Budgetary comparison statements are included as "required supplementary information" for the general fund. These statements and schedules demonstrate compliance with the Sheriff's adopted and final revised budget. Required supplementary information can be found on pages 39 and 40 of this report.

In addition, other supplemental information providing details on the individual agency funds is presented on pages 41 to 43 of this report.

FINANCIAL ANALYSIS OF THE SHERIFF AS A WHOLE

The Sheriff implemented the new financial reporting model used in this report beginning with the current fiscal year ended June 30, 2003. Over time, as year-to-year financial information is accumulated on a consistent basis, changes in net assets may be observed and used to discuss the changing financial position of the Sheriff as a whole.

The Sheriff's net assets at fiscal year-end are \$7,338,609. The following table provides a summary of the Sheriff's net assets:

TERREBONNE PARISH SHERIFF

MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2003

Summary of Net Assets

	Governmental Activities	% Total
Assets:		
Current assets and other assets	\$ 6,242,773	62%
Capital assets	<u>3,793,566</u>	<u>38%</u>
Total Assets	<u>10,036,339</u>	<u>100%</u>
Liabilities:		
Current liabilities	1,053,566	20%
Long-term liabilities	<u>1,643,824</u>	<u>61%</u>
Total Liabilities	<u>2,697,420</u>	<u>100%</u>
Net Assets:		
Investment in capital assets, net of debt	1,993,566	27%
Restricted for debt service	309,563	4%
Unrestricted	<u>5,035,790</u>	<u>69%</u>
Total net assets	<u>7,338,800</u>	<u>100%</u>

The Sheriff continues to maintain a high current ratio. The current ratio compares current assets to current liabilities and is an indication of the ability to pay current obligations. The current ratio for governmental activities is 5.9 to 1.

The Sheriff reported positive balances in net assets for the governmental activities. Net assets for the sheriff decreased by \$799,830 for governmental activities in fiscal 2003.

Note that 27% of the governmental activities' net assets are invested in capital assets. The Sheriff uses these capital assets to provide services to its citizens.

TERREBONNE PARISH SHERIFF

MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2003

Since this is the first year in which government-wide information is available, comparative data is not mandatory and is not presented for comparative analysis. The following table provides a summary of the Sheriff's changes in net assets:

Summary of Changes in Net Assets

	Governmental Activities 06/30/03	Percent of Total 06/30/03
Revenues:		
Program:		
Charges for services	\$ 4,206,654	23.91%
Operating Grants	514,358	2.92%
General:		
Ad Valorem taxes	3,098,951	17.61%
Sales taxes	8,058,604	45.60%
Unrestricted state grants	1,872,751	9.51%
Interest earnings	22,666	0.13%
Miscellaneous	20,300	0.12%
Total revenues	17,594,484	100.00%
Program expenses:		
Public safety	18,270,062	99.32%
Interest	97,732	0.53%
Loss on disposal of assets	28,520	0.14%
Total expenses	18,394,314	100.00%
Change in net assets	(799,830)	
Beginning net assets	8,138,433	
Ending net assets	7,338,603	

TERREBONNE PARISH SHERIFF

MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2003

Governmental Revenues

The Sheriff is heavily reliant on *ad valorem* and sales taxes to support its operation. These taxes provided 63% of the sheriff's total revenues. Program revenues, intergovernmental agreements, sheriff's office fees and commissions, other sheriff's office revenues, and interest on deposits funded 37% of governmental operating expenses.

Governmental Functional Expenses

The total function of the Sheriff's office is public safety activities. The only nonfunctional cost was interest expense in the amount of \$67,732 related to long-term debt. Of the total public safety costs, depreciation of the capital assets was \$838,700 or 5% of total costs.

FINANCIAL ANALYSIS OF THE SHERIFF'S FUNDS

Governmental funds

As discussed, governmental funds are reported in the fund statements with short-term, inflow and outflow of spendable resources focus. This information is useful in assessing resources available at the end of the year in comparison with upcoming financing requirements. Governmental funds reported ending fund balances of \$3,875,640. Of this year-end total, \$5,362,494 is unreserved indicating availability for continuing the sheriff's activities. Legally restricted fund balances (Reserved fund balances) include \$313,476 for inventory items, capital outlay and debt service.

The total ending fund balances of governmental funds show a decrease of \$1,060,648 and resulted mainly from current year expenditures in excess of revenues.

Major Governmental Funds

The General Fund is the Sheriff's primary operating fund and the largest source of day-to-day service delivery. The General Fund's balance decreased by \$766,279 from the prior year. In fiscal 2001-2002 the General Fund increased approximately \$673,845. Revenues increased by \$423,043, and expenses increased by \$1,660,213. The fund balance reflects an adequate reserve for unexpected occurrences.

The debt service and capital project funds were also considered as major governmental funds.

TERREBONNE PARISH SHERIFF

MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2003

Budgetary Highlights

General Fund

The General Fund's original and final revenue budgets were more than the actual amounts reported in fiscal 2003. The majority of the differences are discussed below:

- An increase of 7% in health insurance coverage for employees
- Pension contributions were 11% higher than estimated
- Interest income was 84% lower than estimated
- Capital expenditures were 17% higher than estimated

CAPITAL ASSETS AND DEBT ADMINISTRATION

The Sheriff's investment in capital assets, net of accumulated depreciation as of June 30, 2003, was \$3,793,266. See footnote number 7 for additional information about changes in capital assets during the fiscal year and balances at year end. The following table reflects a summary of capital asset activity.

	Governmental Activities	
	2002	2003
Depreciable assets:		
Furniture and fixtures	\$ 1,744,953	\$ 1,762,741
Boats and vehicles	3,080,404	3,480,809
Weapons and equipment	649,511	600,227
Buildings and land	1,716,221	1,850,666
Total depreciated assets	7,191,089	7,694,443
Less accumulated depreciation	3,375,225	3,899,516
Book Value - depreciable assets	\$ 3,815,764	\$ 3,793,266
Percentage depreciated	47%	51%

During the year ending June 30, 2003, the Sheriff completed the construction of a new motor pool building and a new narcotics building, and internally constructed two new aluminum water patrol boats.

TERREBONNE PARISH SHERIFF

MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2003

Major additions to capital assets were as follows:

	2003
Furniture and fixtures	\$ 99,355
Boats and vehicles	\$ 476,519
Weapons and equipment	\$ 99,322
Buildings	\$ 142,774

Long-term debt:

At the end of the fiscal year, the Sheriff had long-term debt as follows:

Judgements payable	\$ 111,811
Certificates of indebtedness	1,800,000
	<u>\$ 1,911,811</u>

The Sheriff reduced long-term obligations by \$344,476 during the current fiscal year.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

Approximately 52% of the Sheriff's revenues are derived from ad valorem and sales taxes. Revenues and expenses in total are expected to remain stable with a reduction in capital outlay expenditures. Group health costs and pension costs are expected to continue to increase. The Sheriff is exploring alternatives to contain health insurance costs. Overall, fiscal year 2004 budget is expected to approximate fiscal year's 2003 budget.

CONTACTING THE SHERIFF'S FINANCIAL MANAGEMENT

This financial report is designed to provide a general overview of the Sheriff's finances, comply with finance-related laws and regulations, and demonstrate the Sheriff's commitment to public accountability. If you have questions about this report or would like to request additional information, contact Jerry Larpenier, Sheriff, Terrebonne Sheriff and Tax Collector, P.O. Box 1670, Houma, LA, 70361.

BASIC FINANCIAL STATEMENTS

TERREBONNE PARISH GOVERNMENT
Houma, Louisiana

Statement of Net Assets

June 30, 2003

	<u>Governmental Activities</u>
ASSETS	
Cash and cash equivalents	\$ 4,308,531
Investments	109,080
Due from other governmental units	1,853,189
Other receivables	1,876
Inventory	2,237
Capital assets, net	<u>3,793,266</u>
Total assets	<u>10,328,029</u>
LIABILITIES	
Accounts payable and other accrued payables	145,089
Deferred revenue	32,582
Accrued employee benefits—estimated liability for outstanding medical claims and compensated absences	608,159
Long-term liabilities:	
Due within one year	267,767
Due after one year	<u>1,240,834</u>
Total liabilities	<u>2,897,429</u>
NET ASSETS	
Invested in capital assets, net of related debt	1,293,258
Restricted for debt service	308,983
Unrestricted	<u>5,005,796</u>
Total net assets	<u>\$ 7,328,804</u>

The accompanying notes are an integral part of this statement.

TECHSICONE, PARISH SHERRIFF
Houma, Louisiana

Statement of Activities

For the Year Ended June 30, 2003

Functional/Programs	Expenses	Program Revenues		Net (Expense) Revenue and Changes in Net Assets
		Charges for Services	Operating Grants and Contributions	
				Governmental Activities
Governmental activities:				
General government - public safety	\$ 18,373,002	\$ 4,208,854	\$ 814,338	\$ (13,349,810)
Interest on long-term debt	87,732	-	-	(87,732)
Total governmental activities	\$ 18,460,734	\$ 4,208,854	\$ 814,338	\$ (13,449,542)
General Revenues:				
Ad valorem taxes				3,088,881
Sales taxes				8,088,884
Unrestricted state grants				1,872,791
Interest and investment earnings				33,888
Miscellaneous				30,000
Loss on disposal of capital assets				(28,825)
Total general revenues				12,948,839
Change in net assets				(798,830)
Net assets at beginning of year				8,128,428
Net assets at end of year				\$ 7,329,598

The accompanying notes are an integral part of this statement.

TERREBORE PARISH SHERIFF
Broussard, Louisiana

Balance Sheet - Governmental Funds

June 30, 2003

	General Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
ASSETS				
Cash and cash equivalents	\$ 3,804,262	\$ 389,563	\$ 1,676	\$ 4,195,501
Investments	100,000	-	-	100,000
Receivables:				
Due from other governmental units	1,833,126	-	-	1,833,126
Other receivables	1,876	-	-	1,876
Inventory	2,237	-	-	2,237
Total assets	<u>\$ 5,811,334</u>	<u>\$ 389,563</u>	<u>\$ 1,676</u>	<u>\$ 6,242,573</u>
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable	\$ 145,089	\$ -	\$ -	\$ 145,089
Accrued employee benefits	366,113	-	-	366,113
Deferred revenues	32,682	-	-	32,682
Total liabilities	<u>543,884</u>	<u>-</u>	<u>-</u>	<u>543,884</u>
Fund balances:				
Reserved for inventory	2,237	-	-	2,237
Reserved for capital outlay	-	-	1,676	1,676
Reserved for debt service	-	389,563	-	389,563
Unreserved, undesignated	5,362,484	-	-	5,362,484
Total fund balances	<u>5,364,721</u>	<u>389,563</u>	<u>1,676</u>	<u>5,755,960</u>
Total liabilities and fund balance	<u>\$ 5,811,334</u>	<u>\$ 389,563</u>	<u>\$ 1,676</u>	<u>\$ 6,242,573</u>

The accompanying notes are an integral part of this statement.

TERREBORNE PARISH SHERIFF

Bossier, Louisiana

Reconciliation of the Balance Sheet - Governmental Funds to the Statement of Net Assets

For the Year Ended June 30, 2003

Total fund balances - governmental funds	\$	5,875,980	
Amounts reported for governmental activities in the statement of net assets are different because:			
Cost of capital assets at June 30, 2003	\$	7,581,772	
Less: Accumulated Depreciation as of June 30, 2003:			
Buildings and land		(51,198)	
Furniture and fixtures		(1,038,873)	
Boats and vehicles		(2,257,843)	
Weapons and equipment		(240,704)	
		<u>(3,588,618)</u>	3,993,154
Long-term liabilities at June 30, 2003:			
Certificates of indebtedness		(1,600,000)	
Judgments payable		(111,811)	
Compensated absences payable		<u>(210,667)</u>	<u>(2,922,478)</u>
Total net assets - governmental activities	\$	<u>7,338,686</u>	

The accompanying notes are an integral part of this statement.

TERRACONNE PARISH SHERRIFF
Houma, Louisiana
GOVERNMENTAL FUNDS
Combined Statement of Revenues, Expenditures,
and Changes in Fund Balance
For the Year Ended June 30, 2020

	General Fund	Debt Service Fund	Capital Projects Fund	Total Governmental Funds
Revenues:				
All revenue items	\$ 3,088,691	\$ -	\$ -	\$ 3,088,691
Sales taxes	8,088,604	-	-	8,088,604
Intergovernmental revenues:				
Federal grants	240,089	-	-	240,089
State C.A.R.E. grant	95,093	-	-	95,093
State revenue sharing, net	211,884	-	-	211,884
State supplemental pay	737,884	-	-	737,884
State gaming revenue	732,873	-	-	732,873
State training grants	83,380	-	-	83,380
Local government	100,893	-	-	100,893
Fees, charges, and commissions for services:				
Commissions and contract service	886,121	-	-	886,121
Civil and criminal fees	895,083	-	-	895,083
Court delinquency	31,544	-	-	31,544
Court awards	38,819	-	-	38,819
Transporting prisoners	38,583	-	-	38,583
Feeding and keeping prisoners	2,315,380	-	-	2,315,380
Commissary sales	66,896	-	-	66,896
Other	347,437	-	-	347,437
Miscellaneous:				
Interest	31,813	800	148	32,661
Other	30,300	-	-	30,300
Total revenues	<u>17,888,430</u>	<u>800</u>	<u>148</u>	<u>17,889,478</u>
Expenditures:				
Current:				
Public safety:				
Personal services and related benefits	18,800,368	-	-	18,800,368
Operating services	3,345,880	-	-	3,345,880
Operation and maintenance	3,441,749	-	2,848	3,444,597
Cost services:				
Principal	18,478	525,800	-	544,478
Interest	5,993	97,666	-	103,659
Capital outlay	691,001	-	397,368	1,088,369
Total expenditures	<u>18,671,538</u>	<u>623,466</u>	<u>400,216</u>	<u>19,715,220</u>
Excess (deficiency) of revenues over expenditures	(484,608)	(421,777)	(208,600)	(1,115,025)
Other financing sources (uses):				
Proceeds from sale of capital assets	28,681	-	-	28,681
Transfers from other funds	-	348,008	-	348,008
Transfers to other funds	(246,088)	-	-	(246,088)
Total other financing sources (uses)	<u>(217,407)</u>	<u>348,008</u>	<u>-</u>	<u>130,601</u>
Excess of revenues and other sources over (under) expenditures and other uses	(702,015)	(71,777)	(208,600)	(1,282,442)
Fund balance at beginning of year	8,183,890	881,348	211,280	8,765,888
Fund balance at end of year	<u>\$ 7,481,875</u>	<u>\$ 809,571</u>	<u>\$ -</u>	<u>\$ 8,291,446</u>

The accompanying notes are an integral part of this statement.

TERREBOHNE PARISH SHERIFF
Houma, Louisiana

**Reconciliation of the Statement of Revenues, Expenditures, and
Changes in Fund Balances of Governmental Funds to the Statement of Activities**

For the Year Ended June 30, 2003

Total net changes in fund balance - governmental funds		\$ (1,000,640)
Capital Assets:		
Capital outlay	880,481	
Basis of capital assets removed from service	(52,201)	
Depreciation expense for the year ended June 30, 2003	<u>(838,758)</u>	(32,969)
Long-Term Debt:		
Principal portion of debt service payments	325,000	
Principal portion of judgments payable	17,123	
Principal portion of capital leases payable	2,353	
Excess of compensated absences earned over amounts used	<u>(38,150)</u>	313,326
Change in net assets - governmental activities		<u>\$ (292,930)</u>

The accompanying notes are an integral part of this statement.

TERREBONNE PARISH SHERIFF
Houma, Louisiana

STATEMENT OF FIDUCIARY NET ASSETS

June 30, 2003

	<u>Agency Funds</u>
<u>ASSETS</u>	
Cash and cash equivalents	<u>\$ 1,040,783</u>
Total assets	<u>\$ 1,040,783</u>
<u>LIABILITIES</u>	
Due to taxing bodies, prisoners and others	<u>\$ 1,040,783</u>
Total liabilities	<u>\$ 1,040,783</u>

The accompanying notes are an integral part of this statement.

TERREBONNE PARISH SHERIFF
Houma, Louisiana

Notes to Financial Statements

INTRODUCTION

The sheriff serves a four-year term as the chief executive officer of the law enforcement district and ex-officio tax collector of the parish as provided by Article V, Section 27 of the Louisiana Constitution of 1974. The sheriff administers the parish jail system and exercises duties required by the parish court system, such as providing bailiffs, executing orders of the court, and serving subpoenas.

As the chief law enforcement officer of the parish, the sheriff has the responsibility for enforcing state and local laws and ordinances within the territorial boundaries of the parish. The sheriff provides protection to the residents of the parish through on-site patrols and investigations and serves the residents of the parish through the establishment of neighborhood watch programs, anti-drug abuse programs, et cetera. In addition, when requested, the sheriff provides assistance to other law enforcement agencies within the parish.

As the ex-officio tax collector of the parish, the sheriff is responsible for collecting and distributing ad valorem property taxes, parish occupational licenses, state revenue sharing funds, sporting licenses, fines, costs, and bond forfeitures imposed by the district court.

1) Summary of Significant Policies

a) Basis of Presentation

The accompanying basic financial statements of the Terrebonne Parish Sheriff have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The accompanying basic financial statements have been prepared in conformity with GASB Statement 34, *Basic Financial Statements- and Management's Discussion and Analysis- for State and Local Governments*, issued June 1999.

b) Reporting Entity

For financial reporting purposes, the sheriff includes all funds and activities that are controlled by the sheriff as an independently elected parish official. As an independently elected parish official, the sheriff is solely responsible for the operations of his office, which include the hiring and retention of employees, authority over budgeting, responsibility for deficits, and the receipt and disbursement of funds. Other than certain operating expenditures of the sheriff's office that are paid or provided by the parish consolidated government as required by Louisiana law, the sheriff is financially independent. Accordingly, the sheriff is a separate

TERREBONNE PARISH SHERIFF
Houma, Louisiana

Notes to Financial Statements, Continued

governmental reporting entity. Certain units of local government, over which the sheriff exercises no oversight responsibility, such as the parish consolidated government, parish school board, other independently elected parish officials, and municipalities within the parish, are excluded from the accompanying financial statements. These units of government are considered separate reporting entities and issue financial statements separate from those of the parish sheriff.

c) Fund Accounting

The sheriff uses funds to maintain its financial records during the year. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions relating to certain government functions or activities. A fund is defined as a separate fiscal and accounting entity with a self-balancing set of accounts.

Funds of the sheriff are classified into two categories: governmental and fiduciary. Each category, in turn is divided into separate fund types. The fund classifications and a description of each existing fund type follow:

Governmental Funds

Governmental funds account for all or most of the sheriff's general activities. These funds focus on the sources, uses, and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may be used. Current liabilities are assigned to the fund from which they will be paid. The difference between a governmental fund's assets and liabilities is reported as fund balances. In general, fund balance represents the accumulated expendable resources, which may be used to finance future period programs or operations of the sheriff. The following are the sheriff's governmental funds:

General Fund—The General Fund, as provided by Louisiana Revised Statute 33:1422, is the principal fund of the sheriff's office and accounts for all financial resources, except those required to be accounted for in other funds. The sheriff's primary sources of revenue are an ad valorem tax and sales tax levied by the law enforcement district. Other sources of revenue include state revenue sharing, state supplemental pay for deputies, civil and criminal fees, and fees for court attendance and maintenance of prisoners. General operating expenditures are paid from this fund.

Debt Service Fund—The debt service fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

TERREBONNE PARISH SHERIFF
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Notes to Financial Statements, Continued

Capital Projects Fund— The capital projects fund is used to account for financial resources to be used for the acquisition or construction of capital assets not reported in other governmental funds.

Fiduciary Funds

Fiduciary fund reporting focuses on net assets and changes in net assets. The only funds accounted for in this category by the sheriff are agency funds. The agency funds account for assets held by the sheriff as an agent for various taxing bodies (tax collections) and for deposits held pending court action. These funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations. The agency funds are used as depositories for civil suits, cash bonds, taxes, fees, et cetera. Disbursements from these funds are made to various parish agencies, litigants in suits, et cetera, in the manner prescribed by law. Consequently, the agency funds have no measurement focus, but use the modified accrual basis of accounting.

① Measurement Focus/Basis of Accounting

Government-Wide Financial Statements (GWFS)

The Statement of Net Assets and the Statement of Activities display information about the sheriff as a whole. These statements include all the financial activities of the sheriff. Information contained in these statements reflects the economic resources measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange or exchange-like transactions are recognized when the exchange occurs (regardless of when cash is received or disbursed). Revenues, expenses, gains, losses, assets, and liabilities resulting from non-exchange transactions are recognized in accordance with the requirements of GASB Statement No. 33, *Accounting and Financial Reporting for Non-exchange Transactions*.

Program Revenues – Program revenues included in the Statement of Activities are derived directly from users as a fee for service; program revenues reduce the cost of the function to be financed from the sheriff's general revenues.

Fund Financial Statements (FFS)

The amounts reflected in the General Fund and other funds of the Balance Sheet and Statement of Revenues, Expenditures, and Changes in Fund Balance are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. The statement of revenues, expenditures, and changes in

TERREBONNE PARISH SHERIFF
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Notes to Financial Statements, Continued

fund balance reports on the sources (i.e. revenues and other financing sources) and uses (i.e. expenditures and other financing uses) of current financial resources. This approach is then reconciled, through adjustment, to a government-wide view of the sheriff's operations (See the reconciliation statements).

The amounts reflected in the General Fund in the F88 use the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e. when they become both measurable and available). Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. The sheriff considers all revenues available if they are collected within 90 days after the fiscal year end. Expenditures are recorded when the related fund liability is incurred, except for interest and principal payments on general long-term debt, which is recognized when due, and certain compensated absences and claims and judgments which are recognized when the obligations are expected to be liquidated with expendable available financial resources. The governmental funds use the following practices in recording revenues and expenditures:

Revenues

Federal and state entitlements (which include state supplemental pay for deputies and state revenue sharing) are recorded as unrestricted grants-in-aid when available and measurable. Federal and state grants are recorded when the expenditures have been incurred.

Local intergovernmental reimbursements are recognized monthly when available and measurable.

Ad valorem taxes are recorded in the year taxes are due and payable. Ad valorem taxes are assessed on a calendar year basis, become due on November 15 of each year, and become delinquent on December 31. The taxes are generally collected in December, January, and February of the fiscal year.

Sales taxes are recognized in the period when the underlying transaction has occurred and the resources are available.

Interest earnings on time deposits are recorded or when earned. Interest on checking accounts and money market accounts is recorded monthly when the interest is received.

Substantially all other revenues are recorded when received.

TERREBONNE PARISH SHERIFF
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Notes to Financial Statements, Continued

Expenditures

Salaries are recorded as expenditures when earned.

Purchases of various operating supplies are recorded as expenditures at the time purchased.

Compensated absences are recognized as benefits are earned.

Substantially all other expenditures are recognized when the related fund liability has been incurred.

Other Financing Sources (Uses)

Transfers between funds, which are not expected to be repaid and proceeds from the sale of certificates of indebtedness are accounted for as other financing sources (uses). These other financing sources (uses) are recognized at the time the underlying events occur.

Deferred Revenues

Deferred revenues arise when resources are received by the sheriff before it has a legal claim to them, as when grant monies are received before the incurrence of qualifying expenditures. In subsequent periods, when the sheriff has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and the revenue is recognized.

=) Budgets

The proposed budget for the general fund, which is prepared on the modified accrual basis of accounting, for the fiscal year June 30, 2003 was made available for public inspection on June 25, 2002. A notice concerning the public hearing was published in the official journal on June 14, 2002. The public hearing was held at the Terrebonne Parish Sheriff's office on June 25, 2002 for comments from taxpayers at which time it was legally adopted. The budget is legally adopted and amended, as necessary, by the sheriff.

All expenditure appropriations lapse at year-end. Unexpended appropriations and any excess of revenues over expenditures are carried forward to the subsequent year as beginning fund balance.

Neither encumbrance accounting nor formal integration of the budget into the accounting records is employed as a management control device. However, periodic comparisons of budget and actual amounts are made. Budget amounts

TERREBONNE PARISH SHERIFF
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Notes to Financial Statements, Continued

included in the accompanying financial statements include the original adopted budget and all subsequent amendments.

f) Interfund Transactions

Transactions that constitute reimbursements to a fund for expenditures initially made from it that are properly applicable for appropriation or are legally restricted by outside parties for use for a specific purpose. Any designations of fund balance represent tentative management plans that are subject to change.

g) Cash and Cash Equivalents

Cash includes amounts in demand deposits, interest-bearing demand deposits, and time deposits. Cash equivalents include amounts in time deposits and those other investments with original maturities of 90 days or less. Under state law, the sheriff may deposit with state banks organized under Louisiana law or any other state of the United States, or under the laws of the United States. Tax collections must be deposited in a bank domiciled in the parish where the funds are collected.

h) Investments

Investments are limited by R.S. 33:2655 and the sheriff's investment policy. If the original maturities of investments exceed 90 days, they are classified as investments; however, if the original maturities are 90 days or less, they are classified as cash equivalents. All external pool deposits are considered investments.

GASB Statement No. 31 requires the sheriff to report investments at fair value in the balance sheet except as follows:

1. Investments in nonparticipating interest-earning contracts, such as nonnegotiable certificates of deposit with redemption terms that do not consider market rates, should be reported using a cost-based measure, provided that the fair value of those contracts is not significantly affected by the impairment of the credit standing of the issuer or other factors.
2. The sheriff may report at amortized cost money market investments and participating interest-earning investment contracts that have a remaining maturity at time of purchase of one year or less, provided that the fair value of those investments is not significantly affected by the impairment of the credit standing of the issuer or by other factors. Money-market investments are short-term, highly liquid investment contracts include U.S. Treasury obligations. Interest-earning investment contracts that include time deposits with financial institutions (such as certificates of deposit), repurchase agreements, and guaranteed investment contracts.

TERREBORNE PARISH SHERIFF
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Notes to Financial Statements, Continued

In accordance with GASB Statement No. 31, the sheriff reports money market investments and participating interest-bearing investment contracts that have a remaining maturity at time of purchase of one year or less at amortized cost, provided that the fair value of these investments is not significantly affected by the impairment of credit standing of the issuer or by other factors. Money market investments are short-term, highly liquid debt instruments that include U.S. Treasury obligations. Interest-earning investment contracts include time deposits with financial institutions (such as certificates of deposit), repurchase agreements, and guaranteed investment contracts.

1) Inventories

Inventory of the sheriff's General Fund consists of food purchased by the sheriff and commodities granted by the Louisiana Department of Agriculture and Forestry. The commodities are recorded as revenues when received; however, all inventory items are recorded as expenses when consumed. All purchased inventory items are valued at the lower of cost (first-in, first-out) or market, and commodities are assigned values based on information provided by the United States Department of Agriculture and Forestry.

2) Capital Assets

Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. Automobiles awarded to the Terrebonne Parish Sheriff's office by court award are recorded as capital assets at their estimated fair market value at the date of award.

Capital assets are recorded in the Statement of Net Assets and Statement of Activities. Since surplus assets are sold for an immaterial amount when declared as no longer needed for public purposes, no salvage value is taken into consideration for depreciation purposes. All capital assets, other than land, are depreciated using the straight-line method over the following useful lives:

<u>Description</u>	<u>Estimated Lives</u>
Law enforcement weapons & equipment	3 - 5 years
Vehicles	5 years
Office furniture & equipment	5 - 7 years
Boats	10 years
Buildings	30 years

TERREBONNE PARISH SHERIFF
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Notes to Financial Statements, Continued

k) Compensated absences

All employees of the sheriff's office, with over one year of service, earn five days of sick leave. Sick leave cannot be accumulated and must be used in the year earned. Payment is not made for unused leave upon retirement or termination of employment.

Office employees with one to fourteen years of service, earn ten days of vacation leave each year; all other employees with one to fourteen years of service, earn fourteen days of vacation leave each year. All employees that have fifteen or more years of service earn twenty-one days each year. Vacation time must be taken on an annual basis and will not be available for carryover.

The sheriff's recognition and measurement criteria for compensated absences follows GASB Statement No. 16 which provides that vacation and sick leave with similar characteristics should be accrued as a liability as the benefits are earned by the employees if both of the following conditions are met:

1. The employees' right to receive compensation are attributable to services already rendered.
2. It is probable that the employer will compensate the employees for the benefits through paid time off or some other means, such as cash payments at termination or retirement.

l) Restricted net assets

For government-wide statement on net assets, net assets are reported as restricted when constraints placed on net assets are either:

1. Externally imposed by creditors (such as debt covenants), grantors, contributors, or laws or regulations of other governments; and
2. Imposed by law through constitutional provisions or enabling legislation.

m) Fund Equity

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Any designations of fund balance represent tentative management plans that are subject to change.

TERREBONNE PARISH SHERIFF
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Notes to Financial Statements, Continued

1) Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

2) Changes in Accounting in Accounting Principles

For the year ended June 30, 2003, the sheriff has implemented GASB Statement No. 33, *Accounting and Financial Reporting for Non-exchange Transactions*, GASB Statement 34, *Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments*, GASB Statement No. 37, *Basic Financial Statement Disclosures*, and Interpretation No. 8, *Recognition and Measurement of Certain Liabilities and Expenditures in Governmental Fund Financial Statements*. At June 30, 2002 there was no effect on fund balance as a result of the implementation of GASB No. 33.

GASB Statement No. 34 creates new basic financial statements for reporting on the sheriff's financial activities. The financial report now includes government-wide financial statements prepared on the accrual basis of accounting, and fund financial statements which present information for individual major funds rather than by fund type, which had been the method of presentation in previously issued financial statements. Non-major funds are presented in total in one column in the fund financial statement. The implementation of GASB Statement No. 34 caused the opening fund balance at June 30, 2002 to be restated in terms of Net Assets as follows:

Governmental Funds' Balance, June 20, 2002		\$	6,766,666
Add: Capital Assets as of June 30, 2002:			
Cost	\$	7,181,000	
Accumulated Depreciation		<u>(3,375,365)</u>	3,805,764
Less: Long-term Liabilities as of June 30, 2002:			
Certificates of indebtedness		2,125,000	
Compensated absences		167,846	
Judgements payable		128,734	
Capital leases payable		<u>2,350</u>	<u>(2,443,930)</u>
Net Assets at June 30, 2002		\$	<u>8,134,439</u>

TERREBONNE PARISH SHERIFF
Houma, Louisiana

Notes to Financial Statements, Continued

3) Levied Taxes

All various taxes are budgeted and recorded in the year levied and billed. For the year ended June 30, 2003 law enforcement taxes applicable to the Sheriff's General Fund, were levied at the rate of 7.56 mills on property with assessed valuations totaling \$400,365,340.

Total law enforcement taxes levied during 2003 were \$3,034,762.

4) Cash and Cash Equivalents

At June 30, 2003, the Sheriff has cash and cash equivalents as follows:

Demand deposits and cash on hand	\$ 129,094
Interest-bearing deposits	<u>4,176,437</u>
Total cash and cash equivalents	<u>\$ 4,305,531</u>

These deposits are stated at cost, which approximates market. Under state law, these deposits, (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent bank. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties.

Deposit balances (collected bank balances) at June 30, 2003, are secured as follows:

Bank balances	\$ <u>6,441,127</u>
Federal deposit insurance	\$ 1,611,866
Pledged securities (Category 3)	<u>17,225,258</u>
Total secured deposits	<u>\$ 18,265,124</u>
Excess of secured deposits over bank balances	<u>\$ 11,863,997</u>

Pledged securities in Category 3 include uninsured or unregistered investments for which the securities are held by the broker or dealer, or by its trust department or agent, but not in the Sheriff's name. Even though the pledged securities are considered uncollateralized (Category 3) under the provisions of GASB Statement 3, Louisiana Revised Statute 39:1229 imposes a statutory requirement on the custodial bank to advertise and sell the

TERREBOANE PARISH SHERIFF
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Notes to Financial Statements, Continued

pledged securities within 10 days of being notified by the sheriff that the fiscal agent has failed to pay deposited funds upon demand.

5) Investments

Investments are categorized into three categories of credit risk:

- 1) Insured or registered, or securities held by the sheriff or its agent in the sheriff's name
- 2) Uninsured and unregistered, with securities held by the counter party's trust department or agent in the sheriff's name
- 3) Uninsured and unregistered, with securities held by the counter party, or by its trust department or agent but not in the sheriff's name

At fiscal year-end, the sheriff's investment balances were as follows:

Type of Investment	Category 1	Carrying Amount		Total Carrying Amount
		Fair Value	Amortized Cost	
Certificate of Deposit	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Total Investments	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000

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TERREBONNE PARISH SHERIFF
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Notes to Financial Statements, Continued

6) Receivables

Amounts receivable at June 30, 2003, consist of the following:

	General Fund
Sales taxes	\$ 1,300,244
Maintenance of prisoners	258,373
Grants receivable	8,644
Ad valorem taxes	7,624
Commissions	38,719
Court attendance, civil and criminal fees	64,429
Interest	39,972
Community work program	38,626
Supplemental pay	62,100
Other	10,399
	<u>\$ 1,833,129</u>

7) Capital Assets

The following presentation relates capital assets from the general fixed asset account group at June 30, 2003:

	Furniture & Fixtures	Boats & Vehicles	Weapons & Equipment	Buildings & Land	Total
Cost at June 30, 2002 (as reported in the general fixed asset account group)	\$ 1,744,953	\$ 3,080,404	\$ 640,511	\$ 1,719,221	\$ 7,185,089
Accumulated Depreciation June 30, 2002	<u>(878,185)</u>	<u>(1,867,688)</u>	<u>(657,681)</u>	-	<u>(3,303,554)</u>
Capital Assets, net of accumulated depreciation at June 30, 2002	\$ <u>866,768</u>	\$ <u>1,212,716</u>	\$ <u>(17,170)</u>	\$ <u>1,719,221</u>	\$ <u>3,813,785</u>

TERREBONNE PARISH SHERIFF
Houma, Louisiana

Notes to Financial Statements, Continued

Capital assets and depreciation activity as of and for the year ended June 30, 2003 are as follows:

	<u>Furniture & Fixtures</u>	<u>Boats & Vehicles</u>	<u>Weapons & Equipment</u>	<u>Buildings & Land</u>	<u>Total</u>
Cost of capital assets, June 30, 2002	\$ 1,744,653	\$ 3,080,404	\$ 648,511	\$ 1,710,221	\$ 7,183,789
Additions	162,310	894,385	13,108	142,774	895,492
Deletions	<u>(144,522)</u>	<u>(178,959)</u>	<u>(33,364)</u>	<u>-</u>	<u>(357,851)</u>
Cost of capital assets, June 30, 2003	<u>1,762,441</u>	<u>3,495,830</u>	<u>628,255</u>	<u>1,853,095</u>	<u>7,681,772</u>
Accumulated depreciation, June 30, 2002	878,733	1,867,681	527,838	-	3,275,232
Additions	204,383	814,980	68,258	51,186	835,798
Deletions	<u>(144,522)</u>	<u>(127,586)</u>	<u>(33,364)</u>	<u>-</u>	<u>(305,504)</u>
Accumulated depreciation, June 30, 2003	<u>1,028,633</u>	<u>2,555,043</u>	<u>562,754</u>	<u>51,186</u>	<u>3,885,516</u>
Capital assets net of accumulated depreciation, at June 30, 2003	\$ <u>733,808</u>	\$ <u>1,939,787</u>	\$ <u>65,501</u>	\$ <u>1,801,909</u>	\$ <u>3,790,995</u>

During the year ending June 30, 2003, the sheriff placed into service and began depreciating a building that was previously under construction.

Depreciation expense of \$838,788 for the year ended June 30, 2003 was charged to the general fund governmental function.

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TERREBONNE PARISH SHERIFF
Houma, Louisiana

Notes to Financial Statements, Continued

8) Accounts Payable and Other Accrued Payables

At June 30, 2003, accounts payable and other accrued payables are as follows:

	General Fund
Operating services	\$ 87,637
Operation and maintenance	47,502
Withholdings	8,354
Other	<u>21,658</u>
	<u>\$ 145,151</u>

9) Pension Plan

Plan Description. Substantially all employees of the Sheriff's office are members of the Sheriff's Pension and Relief Fund ("System"), a cost sharing, multiple-employer public employee retirement system ("PERS"), controlled and administered by a separate board of trustees.

All sheriffs and all deputies who are found to be physically fit, who earn at least \$400 per month, and who were between the ages of 18 and 50 at the time of original employment are required to participate in the System. Employees are eligible to retire at or after age 55 with at least 12 years of credited service and receive a benefit, payable monthly for life, equal to a percentage of their final-average salary for each year of credited service. The percentage factor to be used for each year of service is 2.5% for each year if total service is at least 12 but less than 15 years, 2.75% for each year if total service is at least 15 but less than 20 years, and 3% for each year if total service is at least 20 years (Act 1117 of 1995 increased the accrual rate by 0.25% for all service rendered on or after January 1, 1995). In any case, the retirement benefit cannot exceed 100% of their final-average salary. Final-average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average. Employees who terminate with at least 12 years of service and do not withdraw their employee contributions may retire at or after age 55 and receive the benefit accrued to their date of termination as indicated previously. Employees who terminate with at least 20 years of credited service are also eligible to elect early benefits between ages 50 and 55 with reduced benefits equal to the actuarial equivalent of the benefit to which they would otherwise be entitled at age 55. The System also provides death and disability benefits. Benefits are established or amended by state statute.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be

TERREBONNE PARISH SHERIFF
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Notes to Financial Statements, Continued

obtained by writing to the Louisiana Sheriff's Pension and Relief Fund, P.O. Box 3163, Monroe, Louisiana 71223, or by calling (318) 362-3181.

Funding Policy. Plan members are required by state statute to contribute 9.8% of their annual covered salary and the sheriff is required to contribute at an actuarially determined rate. The current rate is 7.75% of annual covered payroll. Contributions to the System also include one-half of one percent of the taxes shown to be collectible by the tax rolls of each parish and funds as required and available from insurance premium taxes. The contribution requirements of plan members and the sheriff are established and may be amended by state statute. As provided by R.S. 11:103, the employer contributions are determined by actuarial valuation and are subject to change each year based on the results of the valuation for the prior fiscal year. The sheriff's contributions to the System for the years ending June 30, 2003, 2002, and 2001, were \$893,206, \$241,127, and \$456,398, respectively, equal to the required contributions for each year.

10) Deferred Compensation Plan

Employees of sheriff have the option to participate in a deferred compensation program as defined by the Internal Revenue Code Section 457 (Deferred Compensation Plans with Respect to Service for State and Local Governments). The sheriff's has the responsibility for withholding contributions from participants to the plan. The administrators have the responsibility for maintaining a deferred account with respect to each participant, investing the participant's account in accordance with the participant's investment specification and reporting quarterly to the participant on the status of the plan. Current plan reports are provided to participating employees by the administrators.

The sheriff makes a matching contribution to plan participants with one or more years of service. The match is calculated as a percentage of the participant's annual salary including supplemental pay less Section 125 and retirement deductions. The percentage is based upon each employee's total years of service. For the year ended June 30, 2003, the Sheriff made matching contributions under this plan in the amount of \$81,733.

11) Compensated Absences

At June 30, 2003, employees of the sheriff have accumulated and vested \$218,066 of employee leave benefits, which was computed in accordance with GASB Codification C90. This entire amount is recorded as an obligation of the General Fund.

TERREBONNE PARISH SHERIFF
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Notes to Financial Statements, Continued

12) Leases

The sheriff leases buildings, land, and equipment under operating leases. A building and land lease expired at July 31, 2002, and was not renewed. During the year ended June 30, 2003, rent expense under all operating leases totaled \$18,480. The minimum annual commitments under non-cancelable operating leases are as follows:

<u>Fiscal Year</u>	<u>Equipment</u>
2004	\$ 8,560
2005	<u>2,340</u>
Totals	<u>\$ 10,900</u>

13) Changes in Agency Fund Balances

See supplemental information Schedule of Changes in Balance Due to Taxing Bodies and Others.

14) Long-Term Obligations

On December 8, 1997, the Sheriff issued Certificates of Indebtedness in the amount of \$1,600,000 for the purpose of acquiring equipment and making capital improvements. The Certificates will mature over a five year period ending December 1, 2002 and bear interest at 4.73%, payable semi-annually. The Certificates are secured by the general revenues of the Sheriff.

On October 31, 2000, the Sheriff issued Certificates of Indebtedness in the amount of \$800,000 for the purpose of acquiring equipment and making capital improvements. The Certificates will mature over a three year period ending December 1, 2005 and bear interest at 5.25%, payable semi-annually. The Certificates are secured by the general revenues of the Sheriff.

On September 27, 2001, the Sheriff issued Certificates of Indebtedness in the amount of \$1,000,000 for the purpose of constructing a motor pool and narcotics building. The certificates will mature over a nine year period ending December 1, 2010 and bear interest at 4.8%, payable semi-annually. The Certificates are secured by the general revenues of the Sheriff.

On May 11, 1999, the district court rendered a judgment against the sheriff of approximately \$137,000 including interest payable at 6% as the result of a lawsuit. During November 2001, the sheriff exhausted all appeals and the judgment became

TERREBONNE PARISH SHERIFF
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Notes to Financial Statements, Continued

final. The amount of the judgment exceeded the available insurance coverage. In November 2011, the Sheriff agreed to pay \$2,000 per month until the judgment and all accrued interest are paid in full.

The following is a summary of long-term obligation transactions for the year ended June 30, 2013:

	Bond Debt	Capital Leases	Judgements Payable	Total
Long-term obligations at July 1, 2012	\$ 2,125,080	\$ 2,353	\$ 128,734	\$ 2,256,087
Additions				
Deductions	<u>(225,080)</u>	<u>(2,353)</u>	<u>117,120</u>	<u>(110,313)</u>
Long-term obligations at June 30, 2013	\$ <u>1,899,999</u>	\$ <u>-</u>	\$ <u>117,854</u>	\$ <u>1,817,853</u>

The following is a summary of the current portion (due in one year or less) and the long-term portions of long-term debt obligations as follows:

	Bond Debt	Judgements Payable	Total
Current portion	\$ 250,000	\$ 17,787	\$ 267,787
Long-term portion	<u>1,649,999</u>	<u>99,824</u>	<u>1,649,823</u>
Long-term obligations at June 30, 2013	\$ <u>1,899,999</u>	\$ <u>117,611</u>	\$ <u>1,817,610</u>

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Houma, Louisiana

Notes to Financial Statements, Continued

All principal and interest requirements are funded in accordance with Louisiana law by the general revenues of the sheriff. At June 30, 2003, the sheriff has accumulated \$303,636 in the debt service fund for future debt requirements. The amounts due on debt are as follows:

<u>Year Ending June 30,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2004	250,000	60,438	300,438
2005	265,000	69,519	334,519
2006	285,000	55,481	340,481
2007	190,000	43,880	233,880
2008	190,000	34,809	224,809
2009	200,000	35,448	235,448
2010	210,000	15,866	225,866
2011	220,000	5,386	225,386
	<u>\$ 1,820,000</u>	<u>\$ 333,636</u>	<u>\$ 2,153,636</u>

In accordance with R.S. 39:562, the sheriff is legally restricted from incurring long-term bonded debt in excess of 35% of the assessed value of taxable property. At June 30, 2003, the statutory limit is approximately \$140,000,000, and outstanding bonded debt totals \$1,800,000.

15) Interfund Transfers

The following interfund transfers were incurred during the year ended June 30, 2003:

<u>Transferring Fund</u>	<u>Debt Service Fund</u>
General Fund	\$ 340,000

Transfers to the debt service fund were for the purpose of accumulating funds to pay principal and interest on outstanding certificates of indebtedness.

TERREBONNE PARISH SHERIFF
Houma, Louisiana

Notes to Financial Statements, Continued

16) Litigation, Claims, and Risk Management

The Sheriff's Office is exposed to various risks of losses related to general liability, auto liability, property and group health benefits. For the year ending June 30, 2003, the sheriff purchased commercial liability insurance to cover risk of loss related to torts or negligence by employees. Commercial insurance has also been obtained to cover real and personal property, general liability, automobile, crime, and law enforcement liability. Management believes coverage obtained will adequately cover any future claims.

At June 30, 2003, the sheriff is involved in several lawsuits claiming damages. Some of these suits are for substantial amounts. The Sheriff plans to vigorously oppose those suits and does not believe their ultimate disposition will materially affect the accompanying general purpose financial statements except as described in note 14 above.

17) Self-Insurance Program

The Terrebonne Parish Sheriff's Office Group Health Plan was established by the Sheriff during the June, 1998 fiscal year. The partially self-insured plan was established to provide group medical indemnity coverage to qualifying employees and retirees of the Sheriff's Office. A third-party benefit service manager is responsible for administering and claims processing. Resources to pay claims are derived from employer and employee contributions. Monthly contributions, based on a estimate of claims to be paid, are deposited into a separate cash account to insure funds will be available to pay claims as they are filed. Liabilities are limited by the purchase of commercial insurance covering specific claims in excess of \$50,000 and aggregate claims in excess of approximately \$1,600,000. An analysis of claims activities for the current year and the two preceding years follows:

(In Thousands)		Current Year		
Year Ended	Beginning Liability	Claims and Changes in Estimates	Actual Claim Payments	Ending Liability
June 30, 2001	\$ 129	\$ 1,279	\$ 1,269	\$ 119
June 30, 2002	\$ 119	\$ 1,573	\$ 1,411	\$ 381
June 30, 2003	\$ 381	\$ 2,372	\$ 2,264	\$ 399

TERREBONNE PARISH SHERIFF
Houma, Louisiana

Notes to Financial Statements, Continued

18) Other Post-Employment Benefits

The sheriff provides certain continuing health care and life insurance benefits for its retired employees. Substantially all of the sheriff's employees become eligible for those benefits if they reach normal retirement age while working for the sheriff. Those benefits for retirees and similar benefits for active employees are provided through an insurance company and the Terrebonne Parish Sheriff's Office Group Health Plan whose monthly premiums are paid jointly by the employee and the Sheriff. The sheriff's costs of providing retirees health care and life insurance benefits are recognized as expenditures when the monthly premiums are paid. For the year ended June 30, 2003, the costs of retiree benefits totaled \$27,165. There were twenty-six eligible participants at year end receiving benefits.

19) On-Behalf Payments

A portion of the salaries of the sheriff's deputies are paid through a supplement from the state. These payments provide the deputies of the sheriff's office with an additional \$300 per month, which is added to their base salary. For the year ended June 30, 2003, \$737,864 was received from the state and is included in revenues under the state supplemental pay and in expenses under personal services and related benefits on the combined statement of revenue, expenditures, and changes in fund balance.

REQUIRED SUPPLEMENTARY INFORMATION

TERREBORNE PARISH SHERIFF
Ponca, Louisiana
GENERAL FUND

BUDGETARY COMPARISON SCHEDULE
For the Year Ended June 30, 2008

	<u>PLANNED BUDGET</u>		<u>ACTUAL</u>	<u>VARIANCE WITH FUND BUDGET FAVORABLE (UNFAVORABLE)</u>
	<u>ORIGINAL</u>	<u>FINAL</u>		
REVENUES				
Ad valorem tax	\$ 3,875,000	\$ 3,075,000	3,088,851	\$ 20,851
Sales taxes	3,075,000	3,180,000	3,258,874	(41,198)
Intergovernmental revenues:				
Federal grants	50,000	114,478	240,885	126,885
State (S.A.R.E.) grant	50,000	40,000	38,887	(3,908)
State resource sharing, net	215,000	211,384	211,384	-
State supplemental pay	725,000	810,580	757,884	(52,700)
State gaming revenue	550,000	715,580	755,873	1,873
State touring grants	250,000	135,480	80,388	(55,092)
Local government	140,000	140,000	155,800	15,800
Fees, charges, and commissions for services:				
Commissioner's non-control service	534,080	497,483	508,171	(10,000)
Civil and criminal fees	840,080	755,000	885,080	84,080
Court attendance	38,080	38,000	31,144	6,844
Court security	-	-	26,018	26,018
Transporting prisoners	20,000	37,000	28,583	(8,417)
Feeding and keeping prisoners	2,000,000	2,358,000	2,378,385	15,385
Commissioner's sales	65,000	65,000	66,886	(1,112)
Other	338,000	274,448	347,457	72,957
Interest	95,000	95,000	21,810	(73,190)
Miscellaneous	-	-	20,300	20,300
Total revenues	<u>12,158,080</u>	<u>11,281,112</u>	<u>12,885,482</u>	<u>221,617</u>
EXPENDITURES				
Public safety:				
Personal services and related benefits	9,388,418	10,000,800	10,000,058	(80,000)
Operating services	2,895,580	3,175,958	3,268,983	(198,374)
Operation and maintenance	5,890,580	3,341,483	3,641,748	(300,295)
Debt service principal	-	-	15,476	(15,476)
Debt service interest	-	-	6,825	(6,825)
Capital outlay	275,000	568,400	581,381	(12,981)
Total expenditures	<u>18,554,418</u>	<u>17,086,641</u>	<u>18,578,251</u>	<u>(127,000)</u>
Excess (deficiency) of revenues over expenditures	\$ 1,293,662	\$ (41,529)	\$ (464,869)	\$ (441,598)

TERREBOONE PARISH SHREVEY
Houma, Louisiana
GENERAL FUND

BUDGETARY COMPARISON SCHEDULE, continued
For the Year Ended June 30, 2023

	<u>BUDGETED AMOUNTS</u>		<u>ACTUAL</u>	<u>VARIANCE WITH FINAL BUDGET PAID/ABLE (UNPAID/ABLE)</u>
	<u>ORIGINAL</u>	<u>FINAL</u>		
Other financing sources (uses):				
Proceeds from sale of capital assets	\$ -	\$ -	\$ 26,681	\$ 26,681
Operating transfers in	-	7,482	-	(7,482)
Operating transfers out	<u>(240,880)</u>	<u>(400,880)</u>	<u>(248,000)</u>	<u>60,880</u>
Total other financing sources (uses)	<u>(240,880)</u>	<u>(413,398)</u>	<u>(221,319)</u>	<u>192,079</u>
Excess (Deficiency) of revenues and other sources over expenditures and other uses	850,582	668,761	(786,078)	(240,515)
Fund balance at beginning of year	<u>6,827,491</u>	<u>6,100,899</u>	<u>6,183,088</u>	<u>-</u>
Fund balance at end of year	<u>\$ 7,678,073</u>	<u>\$ 6,769,660</u>	<u>\$ 5,397,010</u>	<u>\$ 240,515</u>

SUPPLEMENTAL INFORMATION SCHEDULES

TERREBONNE PARISH SHERIFF
Houma, Louisiana
SUPPLEMENTAL INFORMATION SCHEDULES
As of and for the Year Ended June 30, 2003

EDUCIARY FUND TYPE - AGENCY FUNDS

Sheriff's Fund

To account for funds held in connection with civil suits, Sheriff's sales and garnishments and payment of these collections to the Sheriff's General Fund and other recipients in accordance with applicable laws.

Tax Collector Fund

Article V, Section 27 of the Louisiana Constitution of 1974, provides that the Sheriff will serve as the collector of state and parish taxes and fees. The Tax Collector Fund is used to collect and distribute these taxes and fees to the appropriate taxing bodies.

Bonds and Fines Fund

To account for the collection of bonds, fines, and costs and payment of these collections to the Sheriff's General Fund and other recipients in accordance with applicable laws.

Inmate Deposit Fund

To account for funds belonging to individuals incarcerated in the parish prison. The funds are used by prisoners to purchase personal items while incarcerated, and any remaining balances are returned to prisoners upon their release.

Community Service Fund

The Community Service Fund, created on September 15, 1986, accounts for court assessed fees collected from individuals on probation. These fees are used to defray the costs of probation supervision and are paid to the Sheriff's General Fund and the City of Houma.

Scholarship and Gift Fund

To account for funds voluntarily withheld from employees of the Terrebonne Parish Sheriff's Office. The funds are used to purchase flowers or make donations in lieu of flowers to a named charity in the event of the death of an employee or an immediate family member of an employee. The only other use of these funds is for two (2) \$500.00 scholarships given each year to children of employees, who as freshman, will be attending a Louisiana college.

TERREBOONE PARISH SHERRIFF

Houma, Louisiana

Fiduciary Funds - Agency Funds

(Continuing Balance Sheet

June 30, 2003)

	Sherriff's Fund	Tax Collector Fund	Bonds & Fees Fund	Private Deposits Fund	Community Service Fund	Stipendship and Gift Fund	Total
ASSETS							
Interest-bearing deposits	\$ 100,810	\$ 304,392	\$ 1,053,404	\$ 54,587	\$ 30,750	\$ 8,000	\$ 1,548,783
Total assets	<u>\$ 100,810</u>	<u>\$ 304,392</u>	<u>\$ 1,053,404</u>	<u>\$ 54,587</u>	<u>\$ 30,750</u>	<u>\$ 8,000</u>	<u>\$ 1,548,783</u>
LIABILITIES							
Due to mailing bodies and others	\$ 100,810	\$ 304,392	\$ 1,053,404	\$ -	\$ 30,750	\$ 8,000	\$ 1,548,783
Due to personnel	-	-	-	54,587	-	-	54,587
Total liabilities	<u>\$ 100,810</u>	<u>\$ 304,392</u>	<u>\$ 1,053,404</u>	<u>\$ 54,587</u>	<u>\$ 30,750</u>	<u>\$ 8,000</u>	<u>\$ 1,548,783</u>

Governmental Financial Statement
Houma, Louisiana

Financial Funds - Agency Funds
Schedule of Changes in Balance Due to Trading Securities and Others
For the Year Ended June 30, 2003

	Debit's Fund	Tax Collector Fund	Bonds & Price Fund	Inside Deposit Fund	Community Service Fund	Scholarship and Gift Fund	Total
Balance, beginning of year	\$ 185,229	\$ 1,844,317	\$ 847,848	\$ 87,819	\$ 34,480	\$ 7,079	\$ 2,277,815
Additional:							
Deposits							
Taxes, fees, and payments	4,079,804	-	-	-	-	-	4,079,804
Bonds	-	-	898,887	-	-	-	898,887
Fines and cost	-	-	1,591,856	-	58,585	-	1,650,576
Police deposits	-	-	-	-	-	-	-
Taxes, fees, etc., paid in the collection	-	-	-	874,760	-	-	874,761
Employee contributions	-	28,923,009	-	-	-	-	28,923,009
Interest	-	-	-	-	-	3,258	3,258
Total additions	4,079,804	119,807	4,398	874,760	58,585	3,258	120,195
Total	4,265,033	1,964,124	1,902,020	874,760	93,065	10,418	44,053,888
	4,257,849	41,284,142	3,852,792	852,071	85,071	10,418	48,215,803
Reductions:							
Taxes, fees, etc., distributed to taxing bodies and others	-	28,923,064	-	-	-	-	28,923,064
Deposits retired to -							
Scholar's General Fund	502,007	649,487	18,516	-	-	-	1,170,010
Clark of Court	174,369	-	1,203,973	-	34,879	-	1,393,967
Logans	3,315,000	580,606	-	-	-	-	3,895,606
Scholarships and gifts	-	-	-	-	-	2,398	2,398
Other reductions	15,000	-	664,025	528,084	158	-	1,207,266
Total reductions	4,006,376	41,279,897	1,886,514	876,164	34,738	2,398	47,685,038
Balance, end of year	\$ 188,653	\$ 384,225	\$ 1,015,506	\$ 85,897	\$ 58,333	\$ 8,080	\$ 1,750,595

Bergeron & Lanaux

— CERTIFIED PUBLIC ACCOUNTANTS —
A PROFESSIONAL CORPORATION

THOMAS J. LANAUX, CPA
MICHAEL S. BERGERON, CPA
MARK S. FELDER, CPA

CLAUDE E. BERGERON, CPA
(RETIRED)

REPORT ON COMPLIANCE AND ON INTERNAL CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

The Honorable Jerry J. Lepoint
Houma, Louisiana

We have audited the financial statements of the Terrebonne Parish Sheriff as of and for the year ended June 30, 2003, and have issued our report thereon dated December 5, 2003. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether the Terrebonne Parish Sheriff's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct material effect on the determination of financial statement amounts. However, providing an opinion on compliance with these provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Terrebonne Parish Sheriff's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operation that we consider to be material weaknesses. However, we noted another matter involving internal control over financial reporting that we have reported to the Sheriff in a separate letter dated December 5, 2003.

This report is intended for the information and use of the Terrebonne Parish Sheriff, the State of Louisiana, the Legislative Auditor for the State of Louisiana, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

December 5, 2003

Bergeron & Lenoir

TERRIBONE PARISH SHERIFF
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 2009

I SUMMARY OF AUDIT RESULTS

1. The auditor's report expresses an unqualified opinion on the financial statements of the Terrebonne Parish Sheriff.
2. No reportable conditions relating to the audit of the financial statements are reported in the Report on Compliance and on Internal Control over Financial Reporting Based on an Audit of Financial Statements in Accordance with Government Auditing Standards.
3. No instances of noncompliance material to the financial statements of the Terrebonne Parish Sheriff were disclosed during the audit.

II FINDINGS - FINANCIAL STATEMENTS AUDIT

None

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— CERTIFIED PUBLIC ACCOUNTANTS —

A PROFESSIONAL CORPORATION
MANAGEMENT LETTER

THOMAS L. LANAUX, CPA
MICHAEL G. BERGERON, CPA
MARK S. FLEISS, CPA

CLAUDE E. BERGERON, CPA
(RETIRED)

December 5, 2003

The Honorable Jerry J. Larpernot
Terrebonne Parish Sheriff
Houma, Louisiana

In planning and performing our audit of the financial statements of the Terrebonne Parish Sheriff as of and for the year ended June 30, 2003, we considered the Terrebonne Parish Sheriff's internal control and compliance in order to determine our auditing procedures for the purpose of expressing an opinion on the financial statements and not to provide assurance on internal control or compliance. We offer the following comments as a result of our audit.

2003-1. Internally Constructed Capital Assets

During the year, the Terrebonne Parish Sheriff's Office internally constructed and placed into service two water patrol boats. We requested a list of materials used, labor worked, and overhead allocated to the construction of the two boats. We were unable to obtain a complete listing of the materials/component units and the cost of each item as well as the total cost of the internally constructed capital assets that was capitalized. We noted that a portion of the materials/component units associated with the construction of the boats had been expensed rather than capitalized. The purchase orders for some materials associated with the construction were not clearly marked to be capitalized and were expensed to supplies or some similar expense associated with the water patrol.

The Sheriff should take the necessary steps to ensure that a detail listing of materials and component units of internally constructed assets is maintained. This listing should include the total costs of all items and the total amount of labor hours used to construct capital assets. Purchase orders should indicate the use of requested materials as related to the new capital asset. This list should be maintained in order to track costs and to ensure that all costs associated with the internally constructed asset is properly capitalized upon completion.

2003-2. Cash Bonds and Fines

The Terrebonne Parish Sheriff's Office received two large cash bonds during the year. A separate bank account was opened to hold the amount for each bond; however, the receipt of each bond was not recorded in the receipts ledger as customarily done with all other bonds. The balance in these cash accounts was confirmed by the banks and a

journal entry was made to record the receipt of the bonds, the new cash account, and the interest earned on these deposits.

The Sheriff should take the necessary steps to ensure that the receipt of all bonds and interest earned is properly recorded in the applicable ledgers.

We have issued a separate report on the Terrebonne Parish Sheriff's internal control and compliance over financial reporting. This letter does not affect our report dated December 5, 2003, on the general purpose financial statements. This report is intended for the information and use of the Terrebonne Parish Sheriff and the Legislative Auditor for the State of Louisiana, and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

Thomas Lanoux, CPA

BERGERON & LANOUX, CPAs, APC

**TERREBONNE PARISH SHERIFF
CORRECTIVE ACTION PLAN FOR
CURRENT YEAR AUDIT FINDINGS
For the Year Ended June 30, 2003**

SECTION I - INTERNAL CONTROL AND COMPLIANCE MATERIAL TO THE FINANCIAL STATEMENT

No findings were reported for the year ended June 30, 2003 that required a response from management.

SECTION II - FINANCIAL STATEMENT FINDINGS

No findings were reported for the year ended June 30, 2003 that required a response from management.

SECTION III - MANAGEMENT LETTER

2003-1. Internally Constructed Capital Assets

Employees have been instructed to properly identify and maintain a listing of all materials, component units, and labor hours used in internally constructed assets. The listing will include a detailed description and the cost of each item. Purchase orders will identify items to be used in the construction of capital assets.

2003-2. Cash Bonds and Fines

Employees have been instructed to properly record the receipt of all cash bonds in the proper ledger, regardless of using separate bank accounts to hold large cash bonds. Interest earned will be recorded in the proper ledger as well.

TERREBONNE PARISH SHERIFF
SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS
For the Year Ended June 30, 2003

Ref. No.	Fiscal Year Finding Initially Occurred	Description of Finding	Corrective Action Taken	Planned Corrective Action/ Partial Corrective Action Taken
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Section III – Management Letter

1	2002	<u>Terrebonne Parish Tax Collector</u> \$9,636 in tax collections needed to be identified so settlement can be made with appropriate taxing body.	Yes	
2	2002	<u>Inmate Work Program</u> Several state inmates were used to pressure wash a local nonprofit carnival club's building and paint stripes on the building parking lot.	Yes	